



IDAHO TRANSPORTATION DEPARTMENT

Commercial Vehicle Services
Motor Carrier • P.O. Box 7129
Boise ID 83707-1129

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**MOTOR CARRIER REGISTRATION FEE
INSTALLMENT PAYMENT AGREEMENT**

The Idaho legislature passed HB 364 in the 2001 session. This section, codified in Section 49-434(10) of the Idaho Code, provides for installment payments of registration fees for vehicles weighing more than 60,000 pounds gross vehicle weight. The following information is provided to assist those interested in utilizing this payment option in understanding the rights and responsibilities associated with this plan.

Installment payment plans are applicable to Idaho registration fees only. Fees due to other jurisdictions under the International Registration Plan (IRP) must be paid in full at the time of registration.

When choosing the installment payment option, the applicant must be aware of the following specific, binding requirements.

1. The basis for the registration fee is specified in Section 49-434(8) of the Idaho Code. The fee is determined by the number of miles traveled in the immediately preceding July 1-June 30, and the maximum registered gross weight of a vehicle.

If a new vehicle is being put into service for the first time, the mileage will be based on a reasonable estimate of the operation using the estimating criteria provided by Commercial Vehicle Services.

An applicant registering for less than a full twelve months will not be eligible for the installment payment option. The registration fee, on vehicles registered for less than a full twelve months, will be prorated by one twelfth of the fee for each month that has lapsed in the registration year. When prorating, the fee will be due for the month a vehicle is first registered through the end of the registration year.

Vehicles not registered within 30 days after the previous year registration has expired, will not be eligible for the installment payment option.

2. Once an applicant requests an installment payment plan, the Idaho Code does not provide the opportunity to opt out of any remaining installments. Additionally, the Idaho Code does not provide for a refund of fees when the applicant takes a truck out of service. The balance of the fees due on the installment plan will continue to be due even if the truck is not being operated. However, if an applicant sells or otherwise disposes of a truck and the applicant provides proof of the sale, then upon returning

the license plate, registration certificate and validation sticker, the prorated portion of the Idaho fee will be credited toward the installment plan or refunded if the plan has been paid in full.

3. The Idaho Code requires the applicant to pay one fourth of the balance due at the time of registration. New vehicles purchased after beginning the installment payment plan cannot be added to the installment plan. The fees on added vehicles must be paid in full at the time of registration.

Payments are due on the last day of the billing month. The installment confirmation will show the balance due and the due date of each installment. Payments will be due approximately at the end of the third, sixth and ninth month after the effective date of the registration. Non-receipt of a subsequent billing does not relieve an applicant of the responsibility to make a payment on or before the due date.

4. Installment payments must arrive at the Department on or before the due date specified in the billing notice. Failure to pay installments on or before the due date may result in a penalty of 10% of the installment due, plus 1% for each month or portion of a month that the payment is past due.

If the payment becomes past due the account and the vehicle registration may be suspended. Once suspended, the vehicle cannot be operated on Idaho highways until the **payment due amount, with penalty and interest**, is paid in full.

In addition to the **payment due amount, with penalty and interest**, a \$40.00 reinstatement fee will be assessed to remove the suspension. The Ports of Entry or law enforcement agencies may delay movement of any vehicle(s) under suspension. Collection action will be pursued as required. A history of past-due payments may result in denial of the applicant's request to pay in installments.

I acknowledge that I have read and understand the conditions under which the Department is approving the option of paying my registration fees in installment payments.

Signature:
Date:
Idaho Motor Carrier Account Number:
Idaho Motor Carrier Registration Name: